

CHECKLIST FOR APPELLANT'S REPLY BRIEFS

_____ CHECK TO SEE THAT THE RECORD HAS BEEN RETURNED

_____ VERBALLY CONFIRM RECORD HAS BEEN RETURNED TO TRIAL COURT (Civil Cases)

_____ TIMELY FILING OF BRIEFS

An untimely brief may be rejected under **Rule 27(e)**. If a brief is untimely, a motion under **Rule 26** will be mandatory for permission to file a late brief.

_____ CORRECT NUMBER OF COPIES

1. Supreme Court: **10** copies, one containing original signature
2. Court of Appeals: **8** copies, one containing original signature

_____ LENGTH **25** pages (Cross-Appeals: + any add'l pages not used in 1st brief. Total=75)

_____ SIZE AND BINDING

_____ PRINTING REQUIREMENTS

1. Proportionally spaced typeface must be **13**-point or larger for both text and footnotes: mono-spaced typeface may not contain more than **10** characters per inch.
2. Print on both sides of the page.
3. Double-spaced: **1½** spacing is unacceptable.
4. **1"** margin on all sides

_____ COVER REQUIREMENTS

1. Color: **Gray**
 2. Name of counsel and parties represented
- A. Counsel filing brief on **lower right**
- A. Opposing counsel on lower left

CONTENT REQUIREMENTS - IN ORDER STATED

_____ List of all parties

_____ Table of Contents with page references

_____ Table of Authorities

_____ Argument

_____ Conclusion

_____ Signature of counsel of record or party if pro se

_____ Proof of Service